

# Conejo Valley Unified School District

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**EARTHs Magnet School**  
2626 Michael Drive  
Newbury Park, CA 91320  
(805) 498-3686

**Jeff Rickert**  
*Principal*

January 31, 2022

To Whom it May Concern:

EARTHs Magnet School is extremely appreciative of the Community Enhancement Grant award of \$3,750 on February 25, 2020. Unfortunately, a few weeks after we received the great news, the COVID-19 pandemic shut down our CVUSD schools for the remainder of the 2019-20 school year. While we were able to hold in-person learning on campus the following 2020-21 school year, we were not permitted to have volunteers on our campus in any form.

One of the cornerstones of the EARTHs Magnet School program is the use of parent volunteers. EARTHs is a School Choice school, meaning the only way to enroll is through an application/lottery process. Once notified of a child's acceptance into our school, parents must agree to volunteer a minimum of three hours per month, per family. The completion of our Monarch Waystation Garden was dependent upon on our EARTHs community volunteer workforce.

The agreed-to timeline within our grant contract expired on Dec. 10, 2020, thus completion of our project was impossible due to the inability to allow volunteers on campus. However, school volunteers were able to prep the garden area before the pandemic hit. We were lucky to receive help from our Conejo Valley Unified School District Grounds Department, who understood the only way to get the bulk of the work completed during the 2020-21 school year was to step in.

For these reasons, we request the Grant Advisory Board and City Council please deem our Monarch Waystation Garden Project as substantially complete. I have attached budget information describing the funds that have been spent along with an estimation of school community volunteer time (pre-pandemic) and CVUSD time that has gone towards our project. Photos are also attached which show some of the work our school volunteers did to prepare the garden area, as well as photos of the area after our CVUSD Grounds Department did their great work in the garden.

Please reach out if you have any questions regarding our Monarch Waystation Garden.

Respectfully,

Jeff Rickert  
Principal



# The Creation of EARThS Magnet School's *Monarch Waystation Garden*



The school community came out over the course of several Saturdays for our “Garden Work Days” to tear out the existing plants, shrubs, and rocks.



The new Monarch Waystation Garden area is taking shape!

# Environmental Academy of Research Technology and Earth Sciences



## Monarch Waystation Garden



<i>Community Enhancement Grant</i>	<b>Deposit</b>	<b>Expense</b>	<b>Balance</b>
City of TO Garden Grant	<b>\$1,875.00</b>		
Home Depot - Receipt #1 (R21-02862)		<b>\$382.94</b>	
Home Depot - Receipt #2 (R21-02862)		<b>\$174.77</b>	
American Soil Amendment -- D. Granite (R21-02863)		<b>\$643.50</b>	
<b>Budgeted:</b>			
<b>Educational Signage around the garden areas</b>		<b>\$500.00</b>	
<b>Pollinator plants as recommended by our partners at the Nat'l. Park Service located at Rancho Satwiwa in the Santa Monica Nat'l. Recreation Area</b>		<b>\$173.79</b>	
	<b>\$1,875.00</b>	<b>\$1,875.00</b>	<b>\$0.00</b>

### Description of Work Hours

#### **EARTHs School Community Volunteers:**

Three separate "Garden Work Days" of four hours each with an average 25 volunteers = approx. 300 hours

#### **CVUSD Grounds Department:**

An average of four crew members working 4 – 5 hours on and off for three weeks = approx. 200 hours





## PERFORMANCE REPORT FOR COMMUNITY GRANT

Use this form to provide the City a written report of grant fund expenditures. Attach additional sheets and photos as needed. Performance Report due to your grant manager within 30 days of event/project/program completion.

Grant your organization received:

- ☐ **Community Enhancement**
- ☐ Community Events
- ☐ Sports Facilities
- ☐ Social Services

1. Organization Name: EARThS Magnet School, CVUSD
2. Name of Event/Project/Program: Monarch Waystation Garden
3. Date(s) of Event/Project/Program: February 25, 2020 through December 10, 2020

4. Did you use the funds provided per the agreement with the City of Thousand Oaks?  
☐ Yes / ☒ No \*Three weeks after receiving the grant, COVID-19 closed our schools forcing our project to be altered very slightly. EARThS only used \$1,875 of the granted \$3,750 and did not accept the second installment of \$1,875.

Please provide receipts (and pictures if available) to show how you used the funds provided per the agreement.

- *See attached for pictures and budget sheet with CVUSD receipt numbers*

5. How many Thousand Oaks residents did this grant benefit? (For Social Services, how many low-income households were served?) There is a direct benefit to the 540 students, 60 staff members, and approximately 1,000 family members of EARThS Magnet School. Many of our school families and staff helped in the removal of old brush and preparation of the area to be planted, thus creating more of a personal connection to the Monarch Waystation Garden and school community. There is a direct benefit to the surrounding neighborhood, which comprises many additional families, as well.
6. How did this grant benefit the Thousand Oaks community? In addition to the creation of a beautiful and peaceful gathering place for the school and surrounding neighborhood, our Monarch Waystation Garden will benefit the community by providing resources necessary to produce successive generations of Monarch Butterflies, an important pollinator species for our area. Signage around the space will educate the public on the life cycle of the Monarch Butterfly and the importance of pollinators. In addition, the plants chosen are drought-resistant and intended to demonstrate a method of landscaping conducive to water reduction and sustainability for the community.

7. How were your goals and expected outcomes met (provide supporting data)? We have received wonderful feedback from all stakeholders: Students, teachers, parents, and many neighbors have remarked on the beauty of the new garden. Teachers have been using the garden with their students as a quiet gathering place. We look forward to many years of using the Monarch Waystation Garden in a variety of ways with our students, staff, and families.

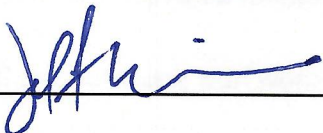
8. From what sources did you receive matching funds or in-kind donations (if any)?  
EARTHs received in-kind donations of labor from our CVUSD Grounds Department as well as volunteer labor from our school community of staff, students, and parents for this project.

\*Approx. 200 hours of labor from CVUSD Grounds Staff

\*Approx. 300 hours of labor from EARTHs Magnet School Volunteers.

\* = An estimation of the number of hours is described on the attached budget form

I certify that the above statements are accurate.

Signature:  Date: 1/31/22

Name/Title: Jeff Rickert, Principal, EARTHs Magnet School